



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 32/2024**

**Approved: Tuesday, February 20, 2024**

I. That **APPROVAL BE GIVEN** for a lease renewal agreement between The Corporation of the City of Windsor and Essex County Nurse Practitioner-LED Clinic for the lease of 1168 Drouillard Road, Units #7, 14 and 15 which are part of the Gino and Liz Marcus Community Complex (North Side), in accordance with the following terms:

#### **BASIC TERMS:**

- |                                   |  |
|-----------------------------------|--|
| a) <b>Tenant</b>                  | Essex County Nurse Practitioner-LED Clinic (Essex)                               |
| b) <b>Commencement Date</b>       | March 1, 2024  |
| c) <b>Termination Date</b>        | February 28, 2025  |
| d) <b>Leased Premises</b>         | 1168 Drouillard, Units #7, 14 & 15<br>Windsor, Ontario N8Y 2R1                   |
| e) <b>Area of Leased Premises</b> | Usable Space: 1,308 sq ft<br>Common Space: 568 sq ft<br>Total Space: 1,876 sq ft |
| f) <b>Annual Basic Rent</b>       | \$20,392.12, plus HST  |
| g) <b>Monthly Basic Rent</b>      | \$1,699.34, plus HST   |
| h) <b>Security Deposit</b>        | None   |
| i) <b>Land Taxes</b>              | Included in gross rent   |
| j) <b>Utilities</b>               | Included in gross rent   |



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- k) Permitted Use** Office / Medical Clinic / Meeting Space
- l) Insurance** General Liability Insurance  
Minimum Limit \$2,000,000  
Tenant's Legal Liability Insurance  
Minimum Limit \$300,000  
The Corporation of the City of Windsor to be listed as an additional insured, include cross liability and 30 days' notice of cancellation
- m) Renewal** One (1) year option to renew, upon mutual consent and on the same terms and conditions, save and except rent. The recommended term represents the renewal period.
- n) Guarantor** None
- o) Special Provisions:** With respect to boardroom usage at the Gino and Liz Marcus Community Complex (North Side), the Tenant is permitted to use the boardroom for no charge up to eight (8) times per calendar month
- Boardroom usage over and above eight (8) times per calendar month will be charged at the rate of \$10.00 per hour up to a maximum of \$50.00 per day
- Other than the boardroom, the current fee schedule approved by City Council applies to the rental of each room. The Tenant is responsible for confirming rates with staff when booking rentals

II. That the Chief Administrative Officer and City Clerk **EXECUTE** a Lease Renewal Agreement, to be satisfactory in form to the City Solicitor, in content to the Lease Administrator and the Executive Director of Recreation & Culture, and in financial content to the City Treasurer.

Report Number: CAO 32/2024  
Clerk's File: APM/14711



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*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
February 21, 2024

### Department Distribution

Lease Administrator
Manager of Real Estate Services
Acting City Solicitor
Acting Commissioner, Corporate Services
Executive Director, Recreation & Culture
Commissioner, Community Services
On behalf of Commissioner, Finance / City Treasurer
Chief Administrative Officer

### External Distribution